

# S.N.D.T. Women's University

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A+ Grade (CGPA 3.27)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यु मरिन लाईन,  
चर्चगेट, मुंबई - ४०० ०२०.

Telegram : UNIWOMEN

Website : sndt.ac.in

Ref : - AC/Finance/GST/2025-26/ 685

Date:- 14/02/2026

## CIRCULAR

All Departments/ Colleges are hereby informed that as per advice of GST Consultant, the University has already discharged the GST liability for the Financial Year 2017-2018, on behalf of Departments/ Colleges on a monthly basis. The payments were made after reviewing the Trial Balance for each respective month of each unit.

Accordingly, a department-wise and month-wise statement of the GST amount paid is enclosed with this circular for reference.

### **Action Required:**

1. Each Departments/ Colleges is required to **reimburse the GST amount** pertaining to them to the University.
2. The reimbursement should be made **by cheque in favour of:**  
**"The Registrar, SNDT Women's University"**
3. Along with the cheque, kindly ensure to enclose a **month-wise summary statement of the respective component ledgers** to facilitate reconciliation and audit.
4. While making the reimbursement, the following entry must be passed in the Unisuite Software  
**SNDT Women's University A/c (Code: 2264) (Dr.)**  
**to Bank Accounts (Cr.) (respective)**

All reimbursement must be completed **at the earliest** to ensure proper accounting and compliance.

For any queries, please contact **Mr. Sagar S. More** Finance & Accounts Department.

Shri Vikas Desai  
Finance & Accounts Officer